



# CITY OF SAN ANTONIO

DEVELOPMENT SERVICES AND FIRE DEPARTMENT  
PO BOX 839966 SAN ANTONIO TEXAS 78283-3966



TO: Development Services and Fire Department Customers

SUBJECT: **INFORMATION BULLETIN 200**  
Swimming Pool Chemicals Form

DATE: July 6, 2011/ *Revised February 28, 2012/August 1, 2014*

CREATED BY: Plan Review Division and Fire Department

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## **PURPOSE:**

As a customer service initiative, the Development Services Department (DSD) and the San Antonio Fire Department (SAFD) created this **revised** bulletin to update Information Bulletin (IB) on the swimming pool chemicals form. This bulletin has been updated to incorporate the department's new format for Information Bulletins.

DSD and SAFD have developed this IB to provide a standardized format with which to document the types and amounts of chemicals related to the sanitization of swimming pools, hot tubs and spas, if any, that may be present in a facility (e.g., hotels, motels, apartment complexes, fitness centers and other public accessible locations). The predominate chemicals used in pool sanitation - chlorines and acids - are considered hazardous materials by the 2012 International Fire Code (IFC) and their amounts, storage locations and storage methods are regulated by the code

Note that a separate Occupancy Classification Letter (OCL) is **NOT** required to be submitted to the City to document the types and amounts of swimming pool chemicals to be stored – only the Swimming Pool Chemicals Form (SPCF) described below is required to be submitted.

This standardized format to document the intended types and amounts of swimming pool chemicals will expedite the plan review and approval of the proposed project as well as help the customer, design team and City staff quickly identify any minimum building and fire code related requirements for the facility and ensure proper code compliance.

## **Scope:**

### **SUBMITTAL PROCEDURES**

- A. A Swimming Pool Chemicals Form (SPCF) – see example on Page 2 - is required to be submitted with the building permit submittal documents when seeking a building permit for any facility that intends to install a swimming pool (above ground or in-ground), hot-tub or spa (e.g., hotels, motels, apartment complexes, fitness centers and other public accessible locations). If the swimming pool, hot tub and/or spa is to be submitted to the City as a separate permit submittal package, the submittal of the SPCF may be deferred until then.

B. The SPCF **is to be filled out and signed by the owner of the facility.**

C. A revised SPCF is to be submitted to the Fire Marshal's office for review prior to a change in the type or amount of swimming pool chemicals to be stored in the facility.

If you have any questions on the Swimming Pool Chemicals Form, please contact the City's Fire Protection Engineer at **(210) 207-8056**.

**Summary:**

This Information Bulletin is for informational purposes only.

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## SWIMMING POOL CHEMICALS FORM (TO INCLUDE SWIMMING POOLS, HOT TUBS AND SPAS)

This Swimming Pool Chemicals Form (SPCF) **is to be filled out and signed by the owner of the facility** (e.g., hotel, motel, apartment complex, fitness center and/or other public accessible location) and included in the building permit submittal package for the proposed swimming pool, hot tub or spa) as required by the City's permit application procedures. Please see **Information Bulletin 200** for further instructions and information regarding SPCF requirements.

Name of facility: \_\_\_\_\_  
Address: \_\_\_\_\_  
Facility Owner Name (Print): \_\_\_\_\_  
Facility Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Check the box below that accurately describes whether your facility will store any swimming pool chemicals on-site. If you are to store any swimming pool, hot tub or spa chemicals (i.e., second check box), clearly list the types and maximum amounts that will be stored.

- ☐ **Our facility does not store any pool chemicals on site. All maintenance and sanitation products will be brought to the site by the pool maintenance contractor and removed from the site after work is completed.**
- ☐ **Our facility will be storing chemicals associated with the cleaning and sanitizing of our pool(s). The amounts and types of chemicals expected to be on hand are listed on the attached Pool chemical Worksheet.**

COMMON/ TRADE NAME 1	CHEMICAL NAME 2	CAS No. 3	PHYSICAL STATE 4			SIZE OF CONTAINER 5	# OF CONTAINERS 6	TOTAL AMOUNT 7
			Solid	Liquid	Gas			

1. Name of the product  
2. Name of the active chemical  
3. Chemical Abstract Service registry #

4. Stored as a solid, liquid or gas  
5. Quantity of material in the individual container in ounces  
(liquids), pounds (solids), or cubic feet (compressed gases)

6. Number of containers on hand  
7. Total amount of materials